



# Town of Westford

55 Main Street  
Westford, MA 01886  
Tel: 978 692 5524  
Fax: 978 399 2558



## Office of the Planning Board

**CERTIFICATE OF APPROVAL  
PRELIMINARY SUBDIVISION: PB07021-PRE  
"EDGEHILL ESTATES"  
TOWN OF WESTFORD**

**Applicant:** Bernard MacDonald  
243 Concord Road  
Westford, MA 01886

**Landowner:** SAME

**Property Location:** Land abutting 243 Concord Road  
Westford MA, 01886

**Assessor's Map and Parcel:** Map 12, Parcel 35 & 118  
Map 6, Parcel 17-1

**Application Submitted:** October 17, 2007

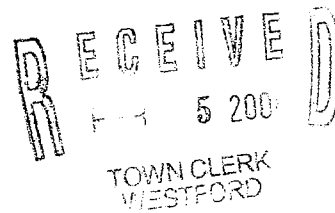
**Public Hearing:** November 19, 2007  
December 17, 2007

**Planning Board Vote:** January 15, 2008

**Reference Plans:** PRELIMINARY PLAN  
EDGEHILL ESTATES  
WESTFORD, MASSACHUSETTS

**Prepared By:** Stamski and McNary Inc.

**Date:** October 16, 2007



### DECISION

It is hereby certified by the Planning Board of the Town of Westford, Massachusetts (hereinafter together with any entity succeeding the powers if said Planning Board, referred to as the Board) that at a duly called and properly posted meeting of said Board held on January 15, 2008 it was voted 5-0-0 to APPROVE a Preliminary Residential Subdivision Application of Bernard MacDonald concerning property located on land abutting 243 Concord Road and known on the Assessors Map as Map 12, Parcel 35 & 118 and Map 6, Parcel 17-1. The approved plans are shown on plans entitled "PRELIMINARY PLAN, EDGEHILL ESTATES, WESTFORD, MASSACHUSETTS" prepared by Stamski and McNary, Inc., dated October 16, 2007 showing a five (5) lot conventional residential subdivision.

This decision is in response to an application for approval (to be referred to hereinafter as the Application) of a Preliminary Subdivision Plan submitted to the Board on October 17, 2007

Said approval is granted in accordance the Town of Westford Planning Board Rules and Regulations Governing the Subdivision of Land (hereinafter referred to as the "Subdivision Rules and Regulations") and is subject to the following conditions.

**General Conditions:**

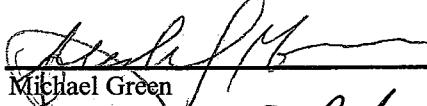
- 1) The Planning Board recommends the proposed private roadway have variable widths.
  - a. Pavement width of 22' entering the site from Concord Road until the pond area;
  - b. Pavement width of 18' around the pond area;
  - c. Pavement width of 22' after the pond area.
- 2) Prior to submittal of a Definitive Subdivision Application the Applicant shall arrange a meeting with the Westford Fire Department, Town Engineer, Conservation and Resource Planner and Planner to discuss proposed roadway widths.
- 3) Prior to filing a Definitive Subdivision Plan application, the Applicant shall meet with the Conservation Commission to discuss the relationship between road width and wetlands on site. All efforts shall be made to minimize filling wetlands and clearing within wetland buffer areas
- 4) The number of dwellings on the property should not exceed five (5) residential lots.
- 5) The Applicant shall investigate and map other means of pedestrian access at the definitive stage due to the applicants request for a sidewalk waiver.
- 6) The Applicant shall investigate and report to the Board the feasibility of supplying water for firefighting from the existing pond via a dry hydrant in lieu of a fire cistern.

Members present and voting in the affirmative

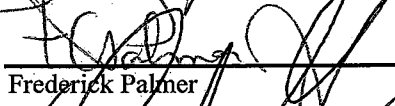
Edgehill Estates - PB07021-PRE  
Bernard MacDonald  
Land abutting 243 Concord Road



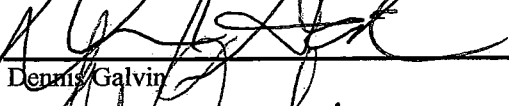
Andrea Peraner-Sweet, Chairman



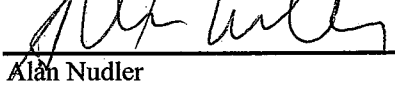
Michael Green



Frederick Palmer

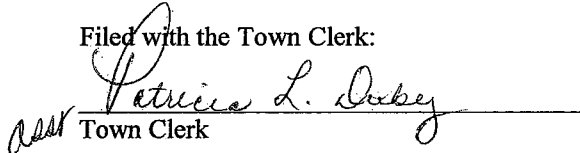


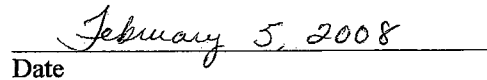
Dennis Galvin



Alan Nudler

Filed with the Town Clerk:

  
Town Clerk

  
Date

cc; Attorney Paul Alphen; Stamski and McNary Inc.; Applicant; Board of Selectmen; Board of Assessors; Board of Health; Building Inspector; Conservation Commission; Engineering Department; Police Chief; Fire Chief; Highway Superintendent; Tax Collector; Water Department; Planning Boards of Acton, Carlisle, Chelmsford, Groton, Littleton, Tyngsborough; Abutters within 300 feet.



# Town of Westford

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RECEIVED  
FEB 5 2008  
TOWN CLERK  
WESTFORD

## Office of the Planning Board

### SITE PLAN REVIEW APPROVAL: PB07025-SPR/SP TOWN OF WESTFORD ZONING BYLAW SECTION: 9.4 SITE PLAN REVIEW

**Applicant:** PUMA North America, Inc.  
5 Lyberty Way  
Westford, MA 01886

**Property Location:** 10 Lyberty Way  
Westford, Massachusetts

**Assessors Map and Parcel:** Map 17, Parcel 77

**Application Submitted:** November 27, 2007

**Public Hearing:** December 17, 2007  
January 15, 2007

**Planning Board Vote:** 5-0-0

**Reference Plans:**

- a) COMMERCIAL SITE PLAN  
RE-DEVELOPMENT  
NOVEMBER 16, 2007  
PUMA
  - Cover Sheet
  - NT-1 Note Sheet Plan
  - EX-1 Existing Conditions Plan
  - UP-1 Utility Plan (revised 1/11/08)
  - GR-1 Grading Plan (revised 1/11/08)
  - SE1 Sustainable Entrance Plan
  - DE-1 Detail Plan
- b) PUMA North  
America, Inc.  
Core and Shell  
November 16, 2007
  - A4.0 Renderings
  - A1.0 First Floor Plan
  - A2.0 Mezzanine Level Floor Plan
  - A3.0 Elevations

## **DECISION**

At its regular meeting on January 15, 2007 the Planning Board voted 5-0-0 to APPROVE the Site Plan of PUMA North America, Inc. for the re-development of a portion of the property at 10 Lyberty Way to include, but not limited to, adding a 24,399 square foot second floor onto a portion of the building and expanding the parking lot by 89 spaces. The proposed work is shown on plans entitled "COMMERCIAL SITE PLAN, RE-DEVELOPMENT, NOVEMBER 16, 2007, PUMA" prepared by Meisner Brem Corporation.

### **General Conditions:**

- 1) A Registry of Deeds recorded copy of this approval and all required legal documents shall be provided to the Planning Department prior to the issuance of a building permit for the site.
- 2) The Applicant acknowledges that this approval is subject to completion of all necessary filings with the Conservation Commission. In addition, if any of the approved site features are amended by the Conservation Commission in a way that would require a site plan amendment, then the Applicant shall submit these changes to the Planning Board for its review and approval;
- 3) The Applicant acknowledges that this approval is subject to completion of all necessary filings with the Board of Health. In addition, if any of the approved site features are amended by the Board of Health in a way that would require a site plan amendment, then the Applicant shall submit these changes to the Planning Board for its review and approval;
- 4) The Applicant shall provide the Planning Department with five (5) sets of full sized and reduced copies of the final set of approved plans as well as a digital copy of the final set of approved plans prior to the issuance of a building permit. The digital copy of the final set of approved plans must follow the five requirements listed below":
  - i. All plans and specifications must be submitted on electronic media (CD or DVD\_ROM using an IBM-PC or compatible file format). Acceptable file formats include: AutoCAD \*.dwg, AutoCAD \*.dxf, ArcView \*.shp, or ArcGIS Geodatabase \*.mdb. The files must be identical to the printed plan and contain all information included on the written plan. Upon project completion a digital submission of the "as-built" plan is required prior to receiving a Certificate of Completion from the Building Department.
  - ii. All digital mapping data must be delivered in the Massachusetts State Plane Coordinate system with a horizontal datum of NAD83 and vertical datum of NGVD88.
  - iii. Each feature type must be organized in the CAD or GIS data structure as a separate layer using logical layer names. For example, there must be separate CAD layers for buildings, roads, parcel lines, and wetlands. Having all these features in a single CAD layer or GIS file will not be accepted.


- iv. Documentation of the data format must be provided with a description of the CAD layers and list of the types of features placed in each layer. Submission of multiple files must also include a list of the files and their purpose.
  - v. The data submitted must include documentation on the method used to gather the data, the name of the person(s) responsible for preparing the data, contact information, an estimation of the horizontal and vertical accuracy, and the date of data capture. All media shall be free from any and all defects and viruses, and labeled as to their contents
- 5) All work is to be done in accordance with the approved plans;
  - 6) All conditions contained in previous decisions of the Planning Board shall remain in effect unless explicitly waived herein.
  - 7) All construction shall comply with State regulations;
  - 8) The provision of this approval shall apply to and be binding upon the Applicant, its employees and all successors and assigns in interest or control;
  - 9) Any revisions amendments or modifications to the approved plans shall come before the Planning Board for Approval;
  - 10) Violations of any condition contained herein or failure to comply with the site plan shall subject the Applicant to a zoning enforcement action in accordance with the remedies set forth in G.L. c. 40A;
  - 11) This approval shall lapse within three (3) years from the date of approval unless substantial use or construction of the site has commenced. Substantial use or construction on the site will be determined by a majority of the Planning Board. If substantial use or construction has not commenced within three (3) years, the Applicant shall petition the Planning Board for an extension of time;
  - 12) All signage associated with the proposal shall be in compliance with the Town of Westford Zoning Bylaws.
  - 13) The following information shall be deemed part of the decision:
    - a) Plan: COMMERCIAL SITE PLAN  
RE-DEVELOPMENT  
NOVEMBER 16, 2007  
PUMA
    - b) Plan: PUMA North  
America, Inc.  
Core and Shell  
Title: Renderings  
November 16, 2007
    - c) Plan: LIGHTING PLAN-EXHIBIT LT-1  
Date: January 8, 2008

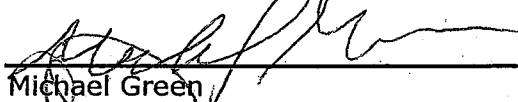
**Site Specific Conditions:**


1. The Applicant shall shut off internal lighting during non-work hours with the exception of security lighting;
2. Detail on all internal security lighting shall be provided to Planning Staff prior to the issuance of an occupancy permit;
3. Prior to issuance of a building permit the Applicant shall provide construction details for the porous pavers and the pea stone. Specifically the cross-section of materials should be clearly provided to the contractor to ensure that these products function as intended.
4. Prior to issuance of a building permit the Applicant's Landscape Architect shall provide a detail of the 32'x36' Landscape Island.
5. Prior to issuance of a building permit the Applicant shall provide construction details for the porous pavers and the pea stone to the Town Engineer and Planner. Specifically the cross-section of materials should be clearly provided to the contractor to ensure that these products function as intended.
6. Hours of construction on site shall be limited to those as set forth by the Building Inspector;


Members present and voting in the affirmative

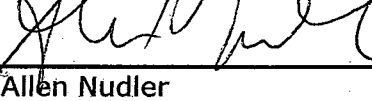
Site Plan Approval - PB07025-SPR/SP  
PUMA North America, Inc.  
10 Lyberty Way

  
Andrea Peraner-Sweet, Chairman

  
Michael Green

  
Frederick Palmer

  
Dennis Galvin

  
Allen Nudler

Town Clerk

Date

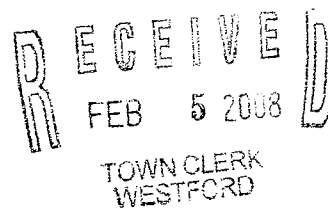
cc; PUMA North America, Inc.; Meisner Brem Corp., Board of Selectmen; Board of Appeals; Board of Assessors; Board of Health ; Building Inspector; Conservation Commission; Engineering Department; Police Chief; Fire Chief; Highway Superintendent; Tax collector; Water Department; Planning Boards of Acton, Carlisle, Chelmsford, Groton, Littleton, Tyngsborough; Abutters within 300 feet.





# Town of Westford

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## Office of the Planning Board

### **SPECIAL PERMIT APPROVAL: PB07026-SP/SPR TOWN OF WESTFORD ZONING BYLAW SECTION: 5.1.4 Off-Street Parking Reduction**

**Applicant:** 142 Littleton Road, LLC  
198 Great Road  
Acton, MA 01720

**Property Location:** 142 Littleton Road

**Assessors Map and Parcel:** Map 17, Parcel 23

**Application Submitted:** November 27, 2007

**Public Hearing:** January 15, 2007

**Planning Board Vote:** 5-0-0

**Filed with Town Clerk:**

**Decision Effective:** (unless appealed)

**Reference Plans:**

Title:	PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road
Date:	November 12, 2007
Engineer:	Meisner Brem Corporation

### **DECISION**

At its regular meeting on Tuesday, January 15, 2008, the Planning Board voted 5-0-0 to APPROVE a Special Permit submitted under Section 5.1.4 of the Town of Westford Zoning Bylaw to allow for the *Reduction in the Amount of Parking Required*. The proposed work is shown on plans entitled "PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road" dated November 12, 2007, prepared by Meisner Brem Corporation.

### **Special Permit Conditions:**

After consideration of all of the evidence presented during the public hearing, the Planning Board determines that the criteria for the grant of a Special Permit have been satisfied subject to the following conditions:

1. With respect to *Social, economic, or community* -- That no special conditions, other than those improvements proposed by the Applicant as part of the Special Permit submission, which are incorporated herein by reference, shall be required.
2. With respect to *Traffic flow and safety* the Applicant -- That no special conditions, other than those improvements proposed by the Applicant as part of the Special Permit submission, which are incorporated herein by reference, shall be required
3. With respect to *Adequacy of utilities and other public services*-- That no special conditions, other than those improvements proposed by the Applicant as part of the Special Permit submission, which are incorporated herein by reference, shall be required.
4. With respect to *Neighborhood character and social structures*-- That no special conditions, other than those improvements proposed by the Applicant as part of the Special Permit submission, which are incorporated herein by reference, shall be required.
5. With respect to *Impact on the natural environment*-- That no special conditions, other than those improvements proposed by the Applicant as part of the Special Permit submission, which are incorporated herein by reference, shall be required.
6. With respect to *fiscal impact*-- That no special conditions, other than those improvements proposed by the Applicant as part of the Special Permit submission, shall be required.

### **General Conditions:**

- 1) A Registry of Deeds recorded copy of this approval and all required legal documents shall be provided to the Planning Department prior to the issuance of a building permit for the site.
- 2) The Applicant acknowledges that this approval is subject to completion of all necessary filings with the Conservation Commission. In addition, if any of the approved site features are amended by the Conservation Commission in a way that would require a site plan amendment, then the Applicant shall submit these changes to the Planning Board for its review and approval;
- 3) The Applicant acknowledges that this approval is subject to completion of all necessary filings with the Board of Health. In addition, if any of the approved site features are amended by the Board of Health in a way that would require a site plan amendment, then the Applicant shall submit these changes to the Planning Board for its review and approval;
- 4) The Applicant shall provide the Planning Department with five (5) sets of full sized and reduced copies of the final set of approved plans as well as a digital copy of the final set of approved plans prior to the issuance of a building permit.

The digital copy of the final set of approved plans must follow the five requirements listed below":

- i. All plans and specifications must be submitted on electronic media (CD or DVD\_ROM using an IBM-PC or compatible file format). Acceptable file formats include: AutoCAD \*.dwg, AutoCAD \*.dxf, ArcView \*.shp, or ArcGIS Geodatabase \*.mdb. The files must be identical to the printed plan and contain all information included on the written plan. Upon project completion a digital submission of the "as-built" plan is required prior to receiving a Certificate of Completion from the Building Department.
  - ii. All digital mapping data must be delivered in the Massachusetts State Plane Coordinate system with a horizontal datum of NAD83 and vertical datum of NGVD88.
  - iii. Each feature type must be organized in the CAD or GIS data structure as a separate layer using logical layer names. For example, there must be separate CAD layers for buildings, roads, parcel lines, and wetlands. Having all these features in a single CAD layer or GIS file will not be accepted.
  - iv. Documentation of the data format must be provided with a description of the CAD layers and list of the types of features placed in each layer. Submission of multiple files must also include a list of the files and their purpose.
  - v. The data submitted must include documentation on the method used to gather the data, the name of the person(s) responsible for preparing the data, contact information, an estimation of the horizontal and vertical accuracy, and the date of data capture. All media shall be free from any and all defects and viruses, and labeled as to their contents
- 5) All work is to be done in accordance with the approved plans;
  - 6) All conditions contained in previous decisions of the Planning Board shall remain in effect unless explicitly waived herein.
  - 7) All construction shall comply with State regulations;
  - 8) The provision of this approval shall apply to and be binding upon the Applicant, its employees and all successors and assigns in interest or control;
  - 9) Any revisions amendments or modifications to the approved plans shall come before the Planning Board for Approval;
  - 10) Violations of any condition contained herein or failure to comply with the site plan shall subject the Applicant to a zoning enforcement action in accordance with the remedies set forth in G.L. c. 40A;
  - 11) This approval shall lapse within two (2) years from the date of approval unless substantial use or construction of the site has commenced. Substantial use or

construction on the site will be determined by a majority of the Planning Board. If substantial use or construction has not commenced within two (2) years, the Applicant shall petition the Planning Board for an extension of time;

12) All signage associated with the proposal shall be in compliance with the Town of Westford Zoning Bylaws.

13) The following information shall be deemed part of the decision:

Title:	PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road
Date:	November 12, 2007
Engineer:	Meisner Brem Corporation
Decision:	SITE PLAN APPROVAL: PB07026-SP/SPR
Dated:	January 15, 2007

**Site Specific Conditions:**

1. If it is determined by the Building Commissioner that there is a need for the additional parking spaces the Applicant shall be required to seek a Variance from the Zoning Board of Appeals to vary the 50% Minimum Open Space requirement within a Commercial Highway District.

Any person aggrieved by this decision may appeal within twenty (20) days of the filing of this decision with the Town Clerk under the Provision of M.G.L. Chapter 40A Section 17.


Members present and voting in the affirmative

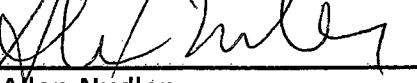
Special Permit - PB07026-SP/SPR  
Parking Reduction  
142 Littleton Road, LLC  
142 Littleton Rd - Westford Grille

  
Andrea Peraner-Sweet, Chairman

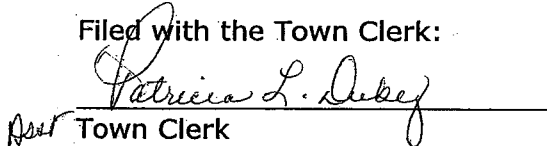
  
Michael Green

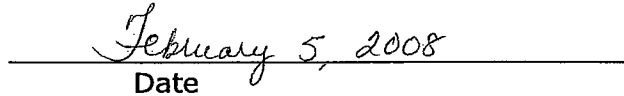
  
Frederick Palmer

  
Dennis Galvin

  
Allen Nudler

Filed with the Town Clerk:

  
Patricia L. Dubey  
Asst Town Clerk

  
February 5, 2008  
Date

Decision effective February 26, 2008 unless appealed.

The undersigned, being the Town Clerk of the Town of Westford, Massachusetts does hereby certify that twenty days have elapsed since the above referenced decision of the Planning Board was filed in the office of the Town Clerk and no appeal has been filed with the Town Clerk.

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date

cc; 142 Littleton Road, LLC; Attorney Paul Alphen; Meisner Brem Corp., Board of Selectmen; Board of Appeals; Board of Assessors; Board of Health ; Building Inspector; Conservation Commission; Engineering Department; Police Chief; Fire Chief; Highway Superintendent; Tax collector; Water Department; Planning Boards of Acton, Carlisle, Chelmsford, Groton, Littleton, Tyngsborough; Abutters within 300 feet



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FEB 5 2008

TOWN CLERK  
WESTFORD

## Office of the Planning Board

### **SITE PLAN APPROVAL: PB07026-SP/SPR TOWN OF WESTFORD ZONING BYLAW SECTION: 9.3 Site Plan Amendment**

<b>Applicant:</b>	142 Littleton Road, LLC 198 Great Road Acton, MA 01720						
<b>Property Location:</b>	142 Littleton Road						
<b>Assessors Map and Parcel:</b>	Map 17, Parcel 23						
<b>Application Submitted:</b>	November 27, 2007						
<b>Public Hearing:</b>	January 15, 2007						
<b>Planning Board Vote:</b>	5-0-0						
<b>Reference Plans:</b>	<table><tbody><tr><td>Title:</td><td>PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road</td></tr><tr><td>Date:</td><td>November 12, 2007</td></tr><tr><td>Engineer:</td><td>Meisner Brem Corporation</td></tr></tbody></table>	Title:	PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road	Date:	November 12, 2007	Engineer:	Meisner Brem Corporation
Title:	PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road						
Date:	November 12, 2007						
Engineer:	Meisner Brem Corporation						

### **DECISION**

At its regular meeting on Tuesday, January 15, 2008, the Planning Board voted 5-0-0 to APPROVE a Site Plan Amendment which identifies the locations of eight (8) additional parking spaces. The proposed work is shown on plans entitled "PARKING LAYOUT Function Room Additional Parking MORAN PLAZA 142 Littleton Road" dated November 12, 2007, prepared by Meisner Brem Corporation.

### **General Conditions:**

- 1) A Registry of Deeds recorded copy of this approval and all required legal documents shall be provided to the Planning Department prior to the issuance of a building permit for the site.

- 2) The Applicant acknowledges that this approval is subject to completion of all necessary filings with the Conservation Commission. In addition, if any of the approved site features are amended by the Conservation Commission in a way that would require a site plan amendment, then the Applicant shall submit these changes to the Planning Board for its review and approval;
- 3) The Applicant acknowledges that this approval is subject to completion of all necessary filings with the Board of Health. In addition, if any of the approved site features are amended by the Board of Health in a way that would require a site plan amendment, then the Applicant shall submit these changes to the Planning Board for its review and approval;
- 4) The Applicant shall provide the Planning Department with five (5) sets of full sized and reduced copies of the final set of approved plans as well as a digital copy of the final set of approved plans prior to the issuance of a building permit. The digital copy of the final set of approved plans must follow the five requirements listed below":
  - i. All plans and specifications must be submitted on electronic media (CD or DVD\_ROM using an IBM-PC or compatible file format). Acceptable file formats include: AutoCAD \*.dwg, AutoCAD \*.dxf, ArcView \*.shp, or ArcGIS Geodatabase \*.mdb. The files must be identical to the printed plan and contain all information included on the written plan. Upon project completion a digital submission of the "as-built" plan is required prior to receiving a Certificate of Completion from the Building Department.
  - ii. All digital mapping data must be delivered in the Massachusetts State Plane Coordinate system with a horizontal datum of NAD83 and vertical datum of NGVD88.
  - iii. Each feature type must be organized in the CAD or GIS data structure as a separate layer using logical layer names. For example, there must be separate CAD layers for buildings, roads, parcel lines, and wetlands. Having all these features in a single CAD layer or GIS file will not be accepted.
  - iv. Documentation of the data format must be provided with a description of the CAD layers and list of the types of features placed in each layer. Submission of multiple files must also include a list of the files and their purpose.
  - v. The data submitted must include documentation on the method used to gather the data, the name of the person(s) responsible for preparing the data, contact information, an estimation of the horizontal and vertical accuracy, and the date of data capture. All media shall be free from any and all defects and viruses, and labeled as to their contents
- 5) All work is to be done in accordance with the approved plans;
- 6) All conditions contained in previous decisions of the Planning Board shall remain in effect unless explicitly waived herein.

- 7) All construction shall comply with State regulations;
- 8) The provision of this approval shall apply to and be binding upon the Applicant, its employees and all successors and assigns in interest or control;
- 9) Any revisions amendments or modifications to the approved plans shall come before the Planning Board for Approval;
- 10) Violations of any condition contained herein or failure to comply with the site plan shall subject the Applicant to a zoning enforcement action in accordance with the remedies set forth in G.L. c. 40A;
- 11) This approval shall lapse within three (3) years from the date of approval unless substantial use or construction of the site has commenced. Substantial use or construction on the site will be determined by a majority of the Planning Board. If substantial use or construction has not commenced within three (3) years, the Applicant shall petition the Planning Board for an extension of time;
- 12) All signage associated with the proposal shall be in compliance with the Town of Westford Zoning Bylaws.
- 13) The following information shall be deemed part of the decision:

Title: PARKING LAYOUT  
Function Room Additional Parking  
MORAN PLAZA  
142 Littleton Road  
Date: November 12, 2007  
Engineer: Meisner Brem Corporation

Decision: SPECIAL PERMIT APPROVAL: PB07026-SP/SPR  
Dated: January 15, 2007

**Site Specific Conditions:**


1. If it is determined by the Building Commissioner that there is a need for the additional parking spaces the Applicant shall be required to seek a Variance from the Zoning Board of Appeals to vary the 50% Minimum Open Space requirement within a Commercial Highway District.



Members present and voting in the affirmative

*Site Plan - PB07026-SP/SPR*  
*Site Plan Amendment*  
*142 Littleton Road, LLC*  
*142 Littleton Rd - Westford Grille*

  
Andrea Peraner-Sweet, Chairman

  
Michael Green

  
Frederick Palmer

  
Dennis Galvin

  
Allen Nudler

**cc; 142 Littleton Road, LLC; Attorney Paul Alphen; Meisner Brem Corp., Board of Selectmen; Board of Appeals; Board of Assessors; Board of Health ; Building Inspector; Conservation Commission; Engineering Department; Police Chief; Fire Chief; Highway Superintendent; Tax collector; Water Department; Planning Boards of Acton, Carlisle, Chelmsford, Groton, Littleton, Tyngsborough; Abutters within 300 feet**